

**Opportunity Charter School  
Board of Trustees—Minutes  
Wednesday, December 11, 2013**

**Trustees Present:** June Smith, Alice Cutler, Mark Alter, Rob Zellner, Julia McGee, Peggy Culver

**Executive Staff Present:** Leonard Goldberg, Aaron Hawn, Asya Johnson, Allison Mutzel

**Absent:** Philip Pallone and Jerry Schwartz

**Public Notification:** Notice of meeting on OCS website (as of December 5, 2013), posted on front door of OCS and displayed in the OCS main office (beginning December 5, 2013). Attending Members of the Board of Trustees met at Opportunity Charter School, 240 West 113 St. Room 403 at 6:10 p.m. The meeting was led by the Board Chair June Smith. A quorum was reached with 6 out of 8 board members in attendance.

**Adoption of November Board of Trustee Minutes**

A vote to approve the minutes from the November 13, 2013 BOT meeting was taken with all in favor with no dissentions.

**CEO Report**

Leonard Goldberg, CEO/Head of School introduced the new Director of Human Resources for Opportunity Charter School, Gail Edwards.

**Presentations**

- College Guidance Process—Presented by Michael Clements, Carrera Program Director
  - College Advisory
  - College Tours/Immersion
  - Parent Outreach and Workshops
  - Middle School College Guidance/Exposure
- Internship Development Initiative—Presented by Leonard Goldberg
  - Purpose of Program
  - Key Players
  - Preliminary Exploration
    - Diagnosis of History, Needs, and Road Bumps
    - Goal Setting
  - Implementation and Formative Evaluations
  - Measuring Success

**Communication from the Public**

- There were no comments from the public.

**Executive Session**

The Board moved to Executive Session to discuss personnel and legal issues.

The meeting was adjourned at 7:50 p.m.